

## **Trust Account Reconciliation Report**

**Topic:** FM07- Trust Accounts

**Report ID:** FM0702

**Report Content:** This report is a listing of withdrawals and deposits, in the same format as found on the statement given from the bank. The report will be used to confirm all withdrawals and deposits are recorded properly in WiSACWIS as they exist in the State maintained trust account. Withdrawals and deposits will be shown at the individual transaction level and sorted in the following order: date, type, and transaction id. The total page will display for each bank the total deposits and withdrawals for the given period, as well as initial period balance, end period balance, and current balance. If no ledger records exist for a particular bank, then a report will not be produced for that bank.

**Dependencies:** None.

**Frequency:** On Demand.

**Runtime Parameters:** Parm-from-date and parm-to-dat

**Other Parameters:** By one county or by ALL counties

**Selection Criteria:** Select BANK.id\_bank and use id\_bank to retrieve appropriate header information, and the associating TRUST\_ACCOUNT.id\_trust\_acct. If no TRUST\_ACCOUNT.id\_bank found, skip rest of processing and do not post report header for that BANK.id\_bank, and get the next id\_bank. If TRUST\_ACCOUNT.id\_bank found use this id\_trust\_acct to retrieve records from TRUST\_ACCOUNT\_LEDGER, where TRUST\_ACCOUNT\_LEDGER.dt\_trans =< parm-to-date or TRUST\_ACCOUNT\_LEDGER.dt\_trans >= parm-from-date.

**Sort Criteria:** By County then by Account Number.

**Page Breaks:** By County

**Level Breaks:** By Account Number

**Output Data:** This report lists withdrawals and deposits for the specified period of time. Deposits and withdrawals are summed together, and the total page of report shows the total deposits and withdrawals as well as the initial period balance, the end period balance, and the current balance.

**Audience:** DHFS fiscal staff.

**Business Intent:** Assist financial workers in reconciling a bank statement with transactions and that are stored in the trust account ledger and the balance thereof.

Report ID: FM0702  
Page: 9,999

Bank Name: XXXXXXXXXXXXXXXX  
Account Number: XXXXXXXXXXXXXXXX

[illegible]

Bank: XXXXXXXXXXXXXXXX  
Account Number: XXXXXXXXXXXXXXXX  
County: XXXXXXXXXXXXXXXX

| Type                  | Transaction ID        | Date       | ---Transaction Information---- |                |                |
|-----------------------|-----------------------|------------|--------------------------------|----------------|----------------|
|                       |                       |            | Deposits                       | Withdrawals    |                |
| XXXXXXXXXXXXXXXXXXXXX | XXXXXXXXXXXXXXXXXXXXX | 99-99-9999 | \$9,999,999.99                 | \$9,999,999.99 |                |
| XXXXXXXXXXXXXXXXXXXXX | XXXXXXXXXXXXXXXXXXXXX |            | 99-99-9999                     | \$9,999,999.99 | \$9,999,999.99 |
| XXXXXXXXXXXXXXXXXXXXX | XXXXXXXXXXXXXXXXXXXXX |            | 99-99-9999                     | \$9,999,999.99 | \$9,999,999.99 |
| XXXXXXXXXXXXXXXXXXXXX | XXXXXXXXXXXXXXXXXXXXX |            | 99-99-9999                     | \$9,999,999.99 | \$9,999,999.99 |
| XXXXXXXXXXXXXXXXXXXXX | XXXXXXXXXXXXXXXXXXXXX |            | 99-99-9999                     | \$9,999,999.99 | \$9,999,999.99 |

```

---Transaction Information---
Deposits      Withdrawals

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|                |                |                |
|----------------|----------------|----------------|
| Period Totals: | \$9,999,999.99 | \$9,999,999.99 |
|----------------|----------------|----------------|

|                         |                |
|-------------------------|----------------|
| Initial Period Balance: | \$9,999,999.99 |
| End Period Balance:     | \$9,999,999.99 |
| Current Balance:        | \$9,999,999.99 |